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The University of Alberta

REPORT OF THE UNIVERSITY LIBRARIAN  
TO THE PRESIDENT

For the Period  
April 1, 1960 to March 31, 1961.  
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## Report of the University Librarian

1960-61

In the annals of the university library the year past will be recorded as one of decisions affecting the future development of library service. At the beginning of the fiscal year the Calgary library, now with a separate book budget, established its own Processing Department for the ordering and cataloguing of books. In August, following the visit of a library buildings consultant, Dr. Keyes D. Metcalf, who advised against the physical extension of the Rutherford Library, a decision was reached to erect a new main building, this to become a research library while the Rutherford Library is to be converted into a library serving the undergraduate population. In the planning of a library building for the Calgary campus, approval has been given to the principle that there should be a building of major proportions. As the year ended, the decision was reached to set up a tri-departmental library in the new Physical Sciences Building.

In the acquisition of materials the library made its greatest effort to date to span the gap between our holdings and the expanding needs of new teaching programs. A year ago book expenditure on the two campuses was \$100,000, just half the 1960-61 expenditure of \$200,000. Of this latter figure, \$155,000 was spent on printed materials for Edmonton, representing an increase in expenditure of over 70%, while the Calgary expenditure was \$45,000, an increase of 500% in the Calgary book budget. The Edmonton collection at the end of the year was richer by 22,741 books, some 3000 bound periodical volumes, over 12,000 government documents, 700 pamphlets, 1929 reels of microfilm, hundreds of microcards and sheets of microprint. The significance in terms of library resources of micro materials added is perhaps made graphic by stating that one set of microprint alone makes available Three centuries of drama, all the plays in English published between 1500 and 1800. Among the microfilm added was ninety years of the New York Times on 1213 reels, the generous gift of the Alumni Association. Another trend in our acquisitions, in addition to securing more materials in microform, has been to purchase large, and often expensive, sets which are basic for the university's graduate program; titles which come to mind are Corpus inscriptionum latinarum, Sacrorum conciliorum, Patrologia latina, Genera insectorum, Historische Zeitschrift, and the Indian Law reports. The Calgary library added 5,301 volumes, three runs of journals on microcards, and many hundreds of government documents.

In January a signal honour came to the Rutherford Library when the Trustees of Dove Cottage selected our library as one of the two custodial repositories (the Bodleian Library is the other) of photostat copies of the notebooks of the English poet, William Wordsworth.

On the Edmonton campus in library circulation and attendance a levelling-off as compared with the large increases of the previous year was noted. The library circulated 307,800 volumes, an increase of 6%. Since many books are consulted or read in the library this figure is not a full indication of library use. Perhaps the most significant circulation figures were the 20% decline in borrowing from the Reserve Reading Room collection and an increase of 22% in borrowing from the main stack collection;



these statistics taken together would suggest that instructors are insisting that in course work students read more widely. Library attendance (student hours spent in the library) was 734,600, an increase of 4%.

The Calgary library, accommodated in more spacious quarters on the new campus, recorded spectacular increase in circulation and attendance. This library loaned 47,650 volumes, an increase of 62%, and recorded an attendance of 156,880, an increase of 73%.

At the beginning of the academic year the library staff again gave instruction to all freshmen on the use of the library. In addition, more intensive instruction was given in the Education, Law, Medical Sciences, and Applied Sciences Reading Rooms.

Some extension of library hours was introduced where a need was demonstrated, as an extension on Saturday afternoons.

As the year closed both the Rutherford and Education libraries entered a phase when space problems would become serious as book stock and student enrolment continue to grow. A spate of letters in the campus and city newspapers suggest that student opinion places a smoking room and a library in the same order of preference as Stephen Leacock in his often quoted dictum on how he would set up a university.

### Staff

The library staff on the Edmonton campus increased from forty-five to sixty persons, while that in Calgary increased from four to twelve. In both libraries the additions to staff were mostly in processing areas in order to cope with our ambitious acquisition programs. In the two processing departments in Edmonton several persons were added whose linguistic qualifications were an asset to the library now that the ordering of non-English titles is extensive. In Edmonton, public service areas staff was adequate for the service load for the first time in several years.

Professional librarians added to the Edmonton staff were the following: Mrs. Ivana Raletich, Miss Shirley Mooney, Miss Margaret Sutherland, Mrs. Stephanie Zmurkevych, Mr. Phillip Connolly, Mr. Adam Kantautas, and Dr. Celestin Suchowersky. Mrs. Pauline Chambers joined the Edmonton staff, but toward the end of the year transferred to the Calgary library. Those added earlier to the Calgary staff were Miss Elizabeth Skeith, Miss Hazel Milne, and Mr. Dimitri Kehaya.

Miss Lois Carrier and Miss Louise Range resigned from the Edmonton staff during the summer.

In June four staff members attended the joint Conference of the Canadian and American Library Associations in Montreal. These were Miss Hamilton, Miss Freifield, Mr. Peel and Mr. Harland.



### Library Committee and Sub-Committees

During the year the Library Sub-Committee held five meetings and in addition a special meeting on September 9th at which the library proposed for the Physical Sciences was the topic of debate. The Library Committee met three times, once a special meeting to consider the Metcalf report, and at its final meeting to give approval to the setting up of the library in the Sciences Building.

### Library Administration

In recognition of the expansion of the university library system, two assistant chief librarians were appointed effective September 1st. Mr. Sidney Harland and Mr. Donald Baird were promoted from within the staff. Mr. Baird continued as chief cataloguer pending the filling of this position with a new appointee. While reorganization of administrative duties is intended, reorganization was not feasible this past winter since in the Librarian's office all routines gave precedence to library building planning.

During much of the year library plans were under study, first for a proposed extension of the Rutherford Library, then for a new research library, an Education Library wing, and more recently for the Calgary Library. Mr. Harland has been responsible for supplying essential data to the architects and for checking details on architectural drawings as planning progresses. Planning has been carried on in close co-operation with a Library Building Committee and the architects of the Provincial Department of Public Works. It is doubtful if ever on this continent any university has undertaken construction simultaneously of three library buildings, and this, perhaps, is a measure of the rapidity of the growth of the University of Alberta.

In connection with library planning the Chief Librarian visited the Harvard libraries (accompanied by Mr. Harland) in June, attended the opening of the new wing of the University of British Columbia Library in October, toured twelve libraries in Canada and the Eastern United States in February, and visited two college libraries in the State of Washington this spring. With planning in mind the Calgary librarian, Miss Ryder, visited thirteen college and university libraries in Canada, and eight in the United States.

### Order Department

The Order Librarian, Miss Leversedge, reports the ordering of 5,447 more books than last year, representing an increase in book ordering of 33%. The library received 22,222 volumes ordered, and an additional 519 volumes as gifts. As stated earlier, the library acquired a vast quantity of printed materials in one of the microforms, and purchased more large and expensive sets of books than ever before. In listing some of the more significant titles it is noted that prices of perhaps a dozen ranged from \$1,000 to \$5,000.

The department attempted to check second-hand book dealers' catalogues consistently for volumes on the library's search list.





By paid subscription the library received 2,103 periodicals, an additional 282 titles over the previous year. At least another hundred are sent to our library free. The increasing number of foreign subscriptions has meant greater difficulty in placing subscriptions, checking and claiming.

### Cataloguing Department

The Chief Cataloguer, Mr. Baird, reports that his department processed 26,034 volumes, or a 20% increase over the previous year. This figure includes 287 volumes catalogued for the Calgary Library at the beginning of the year.

Certain elements of the statistical pattern of this department's work have altered significantly over the past year. As the library acquires more titles in languages other than English, and particularly in Eastern European languages, our cataloguing department finds that Library of Congress printed cards are not available for many of the titles. Consequently, this past year the professional cataloguing staff had to do original work on 52% of the titles catalogued;- more than double the percentage of original cataloguing done the previous year. Another significant feature of the statistics is the increasing ratio of added volumes to titles processed. The 14,855 added volumes processed represent not only duplicate copies, but more significantly the purchase of a number of large sets.

The department catalogued 93 titles of micro-materials representing 1929 reels of microfilm, and some hundreds of microcards and microprint.

### Reference Department

The Reference Librarian, Miss Hamilton, reports that her department answered 7,848 reference questions, a significant increase of 1,558 over the previous year.

The Inter-Library Loan Service borrowed or lent 1,261 items, an increase of 275 requests over the previous year. Each year a larger proportion of the material secured for the staff and students of this university is in the form of photostats and, in some cases, microfilm.

The University's Depository Theses Collection in the library added 117 theses at spring and fall convocation. This year other libraries and institutions requested 37 of our theses on inter-library loan. Twelve of the theses were in sufficient demand to have them microfilmed so that copies could be circulated freely to other libraries.

This year the library was fortunate in adding to the staff a professional librarian with experience in, and an aptitude for, handling documents. Mrs. Zmurkevych completely overhauled the recording and filing of our document collection. The most used documents have been moved from our storage tier to the Rare Book Room to facilitate their use. Approximately 10,000 documents were added to the collection over the year.

To the Map collection was added 696 sheet maps.



The acquisition in microform of so much additional material necessitated the purchase of additional readers. The library secured a large recordak reader, a microtext reader, and a thermofax reader-printer. The latter is able to blow up and print a page of microfilm to give a photostat copy, thus saving scholars, if they have a supply of dimes, hours of copying. An average of 30 persons a month use the library's readers for longer or shorter periods.

The report of the bindery division of this department shows that 4,597 volumes were bound, rebound, pambound, or repaired. This is an increase of 435 volumes over the previous year.

#### General Circulation Department

Miss Freifield, the Circulation Librarian, in her report states that 83,863 books were circulated from the main stacks representing an increase of 22%. On the other hand, in the Reserve Reading Room there was a sharp decrease of 20% in the books circulated with only 40,439 volumes borrowed.

The number of loans to extra-mural borrowers was only 385 volumes, about half the number mailed the previous year.

The Circulation Department again sent out a large number of recall notices. This year the number reached 11,900. If this trend continues, it will be necessary for the library to institute a system of fines.

#### Law Library

The Law Librarian, Mr. Noden, reports that attendance was 37,400, or an increase of 9%. The circulation of 12,168 volumes does not give a true picture of the use of this area since the majority of material in the reading room is not allowed to circulate out of it.

The librarian notes that the volumes added to the collection increased four-fold over the number added the previous year. This represents a number of special purchases of legal sets made for the Law Library. The librarian notes that over-crowding of shelves involves a great deal of re-shelving as new volumes are added to the collection.

#### Applied Science Reading Room

Mrs. MacDonald, the Applied Science Librarian, reports a continuing increase in both attendance and circulation, although the percentage increases are not as spectacular as a year ago. The attendance was 133,775, an increase of 7%. The circulation was 27,083, or an increase of 15%.

This reading room added over 2,000 agricultural and engineering bulletins and documents in addition to the regularly accessioned catalogued volumes. The librarian gave 72 hours of instruction to senior students in the various applied sciences in the use of abstracts and indexes, and distributed 600 copies of bibliographies of reference books in the collection.



### Medical Reading Room

Miss Russell, the Medical Librarian, in her report states that this reading room circulated 31,662 books and journals. Attendance was 67,671, or an increase of 17%. Medical practitioners in the province and particularly in the city, make use of the collection; the librarian notes that nearly 370 hours were spend on reference service to medical faculty and medical practitioners.

During the year a number of projects were undertaken, including the completion of the guide file to the journals, surveys of missing back issues of medical journals and of additional journals to which the library should subscribe.

### Education Library

Miss English, the Education Librarian, reports a busy year, but with attendance and circulation approximately the same as in the previous year. The attendance was 93,334, and the circulation was 76,574 volumes. After a trial period of a year, the library has returned to the former policy of not allowing journals, either bound or unbound, to circulate outside the library.

Early in the year the collection in the Educational Psychology Research Collection was incorporated into the Education Library. A card record of all journal holdings was completed during the year.

### Calgary Library

The summer of 1960 marked the beginning of a new epoch in the Calgary library's development. The book budget was separated from Edmonton, and a Processing Department was organized under the direction of Miss Elizabeth Skeith. This department catalogued 5,301 volumes. Many gifts were received, including many books and duplicate periodical files from the Rutherford Library. Subscriptions were placed to 306 new periodicals, thus doubling the library's subscriptions. A total of 908 volumes were bound.

In August the library collection was moved to the new campus in two and a half days by a moving firm and fifty high school boys energized by cokes and donuts. The new quarters provide nearly 12,000 square feet of space which will accommodate 230 readers and 50,000 volumes arranged in open stacks.

As indicated earlier, the statistics of attendance and circulation in the Calgary library show a spectacular growth.

Toward the end of the year planning had begun on a new library building scheduled for opening in 1963.





### Miscellaneous Services

In the Rutherford Library the photostatting service handled 530 requests, photostatting 5,505 pages. Most of the requests came from the members of the teaching staff on the campus.

The Music Listening Room reports the largest attendance of any year in its noon hour programs which were attended by more than 6,100 students. The success of the winter series of programs is due to the enthusiasm of the supervisor, Mrs. Marjorie Corah.

### Gifts Received by the Library (Edmonton)

From the University of Alberta Alumni Association, New York Times, 1851-1938. on microfilm.  
From the Friends of the University, Facsimile edition of the Gutenberg Bible.  
From Professor C. S. Burgess, further books on architecture, with some valuable items on Indian architecture.  
From Mr. R. M. Baltzan, a set of Dominion Law Reports.  
From Mrs. H. C. Frost, architectural journals.  
From Mr. Vernon B. Zirkle, Presidential Nominating Politics in 1952 (5 volumes).  
From the Edmonton Academy of Medicine, \$150.00.  
From the Canadian Cancer Society, \$1,398.23.  
From the Leonora C. Woods Estate, \$20,000 to establish a trust fund in the name of The Colonel J. H. Woods, Canada-U.S. Relations Trust.  
From The Shevchenko Scientific Society and the Ukrainian Canadian Committee of Edmonton a hundred books and a portrait of Taras Shevchenko in commemoration of the centenary of the poet's death.

and numerous other individuals.

### Gifts Received by the Library (Calgary)

Calgary Public Library, 235 volumes.  
Department of Labour, Ottawa, 126 volumes.  
National Research Council, many runs of journals.  
University of Western Ontario, 37 volumes.  
Mr. & Mrs. G. C. Stuart, Calgary, 86 volumes.  
Mrs. R. Brander, Calgary, 54 volumes.  
Dr. J. Porter & UAC Prog-Con. Club, 54 volumes of Hansard.

and numerous other individuals.





University of Alberta LibraryANNUAL STATISTICS1960-61

<u>A. Attendance and Circulation</u>	<u>1960-61</u>	<u>increase (or decrease)</u>	
<u>TOTALS (including Calgary)</u>			
Attendance	891,491	93,951	11 %
Circulation	355,454	31,187	9 %
<u>Reference Department</u>			
Attendance	202,316	3,974	2 %
Circulation	10,349	(894)	-8 %
Reference Questions	7,848	1,558	25 %
Inter Library Loans	1,261	275	29 %
<u>Periodical R. R.</u>			
Attendance	16,845	6,205	57 %
Circulation	28,905	7,771	37%
<u>Circulation Department</u>			
Attendance	70,706	(9,833)	-12 %
Circulation	82,716	15,021	22 %
<u>Reserve R. R.</u>			
Attendance	112,561	5,393	5 %
Circulation	39,641	(10,081)	-20 %
<u>Medical R. R.</u>			
Attendance	67,671	10,166	17 %
Circulation	31,662	2,894	10 %
<u>Applied Science R. R.</u>			
Attendance	133,775	8,322	7 %
Circulation	27,083	3,722	15 %
<u>Law R. R.</u>			
Attendance	37,401	3,266	9 %
Circulation	12,168	(245)	-2 %
<u>Education Library</u>			
Attendance	93,334	73	0 %
Circulation	76,569	(3,991)	-5 %
<u>Calgary Library</u>			
Attendance	156,882	66,385	73 %
Circulation	47,650	18,279	62 %



B. Binding (Edmonton)

	1960-61	increase (or decrease)	
Volumes bound	4,453	543	14 %
Volumes pamphbound or repaired	144	-108	
Volumes repaired-Applied Sc.	1,424	1,424	
Volumes repaired-Education			

Binding (Calgary)

Volumes bound	908	662
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C. Library Materials Received and Processed (Edmonton)

(1) Order Department

Ordered and received (regular orders) - vols.	22,222	5,447	33 %
Gifts and free - vols.	519	-119	
Total volumes	22,741	5,318	30 %
Periodical subscriptions	2,103	282	15 %

(2) Cataloguing Department

Volumes processed	26,034	4,263	20 %
Cards typed	99,982	1,892	2 %

(3) Reference Department

Documents	10,000 approx.	5,000	
Pamphlets	575	-17	
Maps	696	-1,037	
Microfilm reels	1,929 reels representing 729 volumes		
Microcards and Microprints (equivalent to several hundred volumes)			

(4) Applied Science R. R.

Documents	2,061
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Total added to Edmonton Library 38,609

(books, documents, pamphlets)

plus Microprint

(microfilms - 1929 reels - microcards - microprint  
equivalent to hundreds of volumes of bound  
periodicals and books)

Library Materials Received and Processed (Calgary)

Volumes catalogued	5,301	3,241	157 %
Gifts (some of which uncatalogued)	many		
Documents (many hundreds)			
Microcards - 3 runs of periodicals			



